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# SCHOOL LUNCH NEWSLETTER

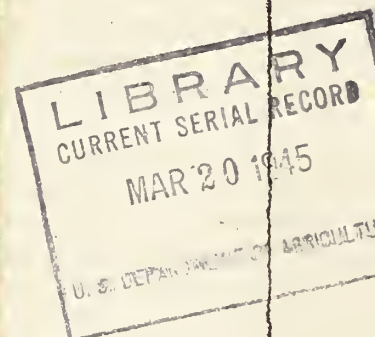
Bulletin No. 1  
November 10,  
1944

WAR FOOD ADMINISTRATION  
OFFICE OF DISTRIBUTION  
347 Dakota Avenue, South  
Huron, South Dakota

South Dakota  
District Office  
Telephone 860

## VALUES

The best investment a community can make is to see that its children are not only taught well but also fed well. It's an investment in young people--the future of America.



## HEALTHY AMERICANS:

The following is taken from an article regarding public health by Thomas Parran, Surgeon General, U. S. Public Health Service\*:

"Agriculture is making every effort to produce an adequate supply of the foods which provide essential nutrients. Organized education is stimulating in the child a desire to eat the foods he needs for growth and health. Organized public health must seek to discover where malnutrition exists, must learn how much malnutrition there is, and must determine what types of malnutrition are affecting our people.

"Avoiding malnutrition is not enough. In our efforts to attain better health, we must not only seek to prevent disease--we must also make every effort to improve what is now accepted as average health. Good nutrition



is based upon the development of good food habits which are practiced day after day and year after year. Because nutrition is intimately related to numerous other factors affecting the health of the child, it cannot be dealt with in an isolated way.

"We have mobilized our forces to take the offensive. Now agriculture, education, public health, and the family physician must fight side by side on a common front." -- \*Journal, American School Health Association.

#### CASH REIMBURSEMENT TO SPONSORS

The War Food Administration cooperates with communities in every State to improve the nutrition of children by reimbursing the sponsors of such programs for part of the cost of food for lunches served to children at school. The program is being administered through the Office of Distribution, one of the agencies of the War Food Administration, and can operate in the smallest rural school or the largest city school. The responsibility for organizing the program and seeing that it operates effectively rests on the community.

Over 17,000 youngsters were served nutritious noon-day meals in school lunch programs carried on last year by participating schools in South Dakota. A recent check-up indicates that schools and sponsors have exceeded this figure so far this year by a sizable margin and are extending the benefits and advantages of more adequate and nutritious school lunches to many more children and schools. The assistance of the cash reimbursement plan to sponsors makes it possible to operate programs in practically every community.

#### SOUTH DAKOTA SCHOOL LUNCH PROGRAM AIDS NATION'S FARMERS

As sponsors you are asked each month to cooperate in the Government's food program by including in your purchases those agricultural commodities which are currently in abundance and relatively low-priced. This falls in line with the objectives to encourage increased consumption of foods in temporary abundance and to aid American farmers in the long-term development of better domestic markets for agricultural commodities.

#### RATIONED FOODS

Relative to the securing of ration points for rationed foods to be used in connection with school lunch programs, application as "institutional users" should be made by sponsors directly to their local War Price and Ration Boards.

#### PREPARATION OF MONTHLY CLAIMS

Schools and sponsors are urged to follow closely the simple instructions furnished them regarding the preparing and submitting of claims (Form FDA-536) at the end of the month. Be sure to follow instructions on the reverse side of this form.

It must be borne in mind that the amount claimed by the sponsor, as shown for Item 9 of the monthly "Report and Claim", Form FDA-536, may not exceed the lesser of (1) the total number of meals served during the month multiplied by the maximum allowable rate per meal, or (2) the purchase cost, to the school or sponsoring agency, of agricultural commodities or products thereof, as listed in Article II of the Agreement, used in the program during the calendar month of operations.

Instructions should also be followed precisely when preparing the Voucher, Form FDA-564. "Reports and Claims" must be submitted so as to reach our office on or before the 10th of the month following the calendar month being reported. In event you will not claim for the month, you should advise us by letter before the above mentioned date so that we will know you intend to remain in the program. These suggestions will help avoid delays in the handling and approving claims for reimbursement. Your full cooperation in this will be greatly appreciated.

#### RECORD KEEPING

Sponsors of all schools participating in the cash reimbursement plan of the School Lunch Program are held responsible under their Agreements for the maintaining of adequate records. Be sure to keep invoices, sales slips and bills from merchants and farmers, itemized receipts, and other evidence of purchases. The keeping of daily records of incomes, expenditures, and meals served will not only enable your program to show proper accounting at all times but also simplify information necessary for the preparation of your monthly "Report and Claim for Reimbursement". For further responsibilities in this connection, refer to Articles V, VI, and VII of your Agreement.

#### AUDITS AND ADMINISTRATIVE REVIEWS

Keep all your School Lunch records, bills, receipts, etc., together in a file or envelope. These should be handy for ready reference at all times. They are always needed when the War Food Administration makes an administrative review of your program. Likewise, accurate and complete records, adequately kept, are a point of good business as well as a protection for sponsors. They will prove definitely and directly helpful to you in the event an audit is made of your school lunch program operations.

#### ACCRUAL OF PROFIT

Some lunch programs are accumulating profits during each month of operations. If you have a profit or gain from operations, such funds should be reinvested in the program. They should be used in further maintenance of the program, securing new equipment or replacements and repairs, serving of more meals at no cost, reducing the price of meals of paying children, and improving the quality of the meals. It must be borne in mind that it is not permissible to divert funds, from program proceeds, for other purposes or to a general fund where they will lose their identity.

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If at any time you have questions regarding any phase of the program, please feel free to write or call our office for assistance.

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Consultation services regarding nutrition and school lunch recipe and menu planning are available to you by contacting your county and state Nutrition Committees, county and state Extension Service, and the Homemaking Division of the State Department of Public Instruction. Suggestions relative to health and sanitation measures and standards may be obtained by contacting the State Department of Health and local health authorities.

## TYPES OF LUNCHES AND FOOD REQUIREMENTS

Type "A" is a complete lunch, hot or cold, providing one-third to one-half of the day's nutritive requirements and must contain at least:

- (1) One-half pint of whole milk as a beverage.
- (2) Two ounces of lean or processed meat, poultry meat, cooked or canned fish, or cheese, or one egg, or one-half cup cooked dry peas, beans, or soybeans, or four tablespoons peanut butter.
- (3) Six ounces (three-fourths cup) of raw, cooked or canned vegetable and/or fruit.
- (4) One slice of bread, or muffins, or other hot bread made of whole-grain cereal or enriched flour.
- (5) Two teaspoons of butter or fortified margarine.

The requirements of this lunch type are best adapted to a plate or tray service. The protein requirement in (2) above may be met by serving half the required quantities of each of two proteins. One-half cup fruit juice may be used in meeting one-half the requirement in (3).

TYPE "B" lunch is an incomplete lunch, hot or cold, and less adequate nutritionally. It must contain at least:

- (1) One-half pint of whole milk as a beverage.
- (2) One ounce of lean or processed meat, poultry meat, cooked or canned fish, or cheese, or one-half egg, or one-fourth cup cooked dry peas, beans, or soybeans, or two tablespoons peanut butter.
- (3) Four ounces (one-half cup) raw, cooked, or canned vegetable and/or fruit.
- (4) One slice of bread, or muffins, or other hot bread made of whole-grain cereal or enriched flour.
- (5) One teaspoon of butter or fortified margarine.

The requirements of this lunch are designed to fit the limited facilities of some schools and may be supplemented by food brought from home. The lunch may be built around a main dish (thick soup, chowder, stew, casserole, or salad), including items (2) and (3) and served with milk, bread and butter or margarine. Or items (2), (4), and (5) may be used as a sandwich and served with milk, fruit and/or vegetable.

TYPE "C" lunch is one-half pint of fresh whole milk as a beverage.

NOTE: - No meal for children can be considered complete unless milk is served. However, if milk cannot be secured, a Type A or B lunch without milk may be served. In such instances, sponsors are required to furnish a letter of explanation as to reasons for non-serving of milk.